

VIRGINIA SMALL BUSINESS ADVISORY BOARD
May 14, 2007 – 10:00 A.M.
Greater Richmond Convention Center, 2nd Floor, Board Room
Richmond, Virginia

- I. Members present: Mr. Robert B. Nealon (Vice Chair), Mr. Willard (Billy) Thompson, Ms. Gena Thompson Burr, Dr. Francine DeFerriere Kemp, Mr. Bernard Robinson, Mr. Prescott Sherrod, Mr. Douglas Adams, Mr. Frank Smith, Ms. Claire Guthrie Castañaga, Ms. Lisa Watson McCarty, Mr. Ronald Bew (Ex-Officio)

Guests present: Ms. Lynda Sharp Anderson, Ms. Katherine DeRosear, and Ms. Barbara Anderson

Members not present: Mr. Carlos Brown, Ms. Louisa Strayhorn (Ex-Officio), Mr. Andrew Brownstein (Ex-Officio)

II. Welcome

- Ms. Lynda Sharp Anderson, Deputy Director, Virginia Department of Business Assistance, opened the meeting in the absence of the Chair, Dr. A. Carole Pratt, who submitted her resignation. Ms. Anderson stated she would proceed with the agenda as printed.

III. Introduction of New Members - Lynda Sharp Anderson

- Claire Guthrie Gastañaga, Principal, CG² Consulting, Richmond
- Lisa Watson McCarty, Publisher, Scott County Virginia Star, Gate City

IV. Market Updates by Board Members

- Mr. Robinson – Congressional District 4 – Doing well.
- Mr. Nealon – Congressional District 8 - Severe traffic congestion has placed area businesses at the mercy of the General Assembly.
- Mr. Smith – Congressional District 1- Queen Elizabeth's visit in Celebration of the 400th Anniversary of Jamestown, and the PGA tournament.
- Mr. Sherrod – Congressional District 2 – Upcoming Business Appreciation Week reception/networking event in Virginia Beach; series of seminars beginning in June.
- Ms. Burr – At Large Member – Chesterfield slow; workshop coming up.

V. VDBA Staff Announcements – Lynda Sharp Anderson

- Business Appreciation Week began this morning with the Governor's Kick-Off Breakfast. Numerous events and activities will take place statewide during the weeklong celebration honoring Virginia's businesses. The Board's participation is encouraged at events in your Congressional districts.
- A list of procurement events was distributed and the Board encouraged to participate. If further information is needed regarding a specific event, please notify Ms. Sharp Anderson or other VDBA staff.

- Agency-wide event – First of its kind (to be held annually) – The VDBA Procurement Conference, Friday, June 22nd, the Virginia Beach Convention Center. The Board is asked to “hold the date” and invited to attend. Information is on the VDBA website – www.vdba.virginia.gov, with additional information to follow. This Conference will be an all-day procurement conference – “Business at the Beach” – and will feature workshops, and appointments for business owners with state agency representatives. The Board will be notified of hotel accommodations when they are finalized.

VI. Approval of Minutes – Lynda Sharp Anderson

- Ms. Sharp Anderson asked for approval of the Minutes from the November 13, 2006 and February 12, 2007 SBAB meetings. It was moved and seconded that the Minutes be approved as submitted.

VII. Election of a Vice Chair and Secretary – Lynda Sharp Anderson

- Ms. Sharp Anderson stated she would receive nominations from the floor for a Vice Chair to the Small Business Advisory Board. The question was raised as to why the Board was not electing a Chairperson. Ms. Anderson stated the SBAB Chair would be appointed by the Governor. Mr. Carlos Brown (not present) was nominated by Mr. Adams. Mr. Smith declined the nomination. Mr. Nealon volunteered to serve. Dr. Kemp formally nominated Mr. Nealon for the SBAB position of Vice Chair. Mr. Robinson seconded the nomination. Mr. Nealon was duly elected by the Board members to serve as Vice Chair to the Small Business Advisory Board, effective immediately.
- Ms. Anderson was nominated to serve as Secretary to the Board by Mr. Adams and seconded by Ms. McCarty. Ms. Anderson was elected by the majority of the Board to serve as its Secretary.
- Ms. Sharp Anderson turned the meeting over to Mr. Nealon, Vice Chair.
- Ms. Anderson, Secretary, mentioned there are two additional Board appointments needed in lieu of Dr. A. Carole Pratt’s and Mr. Gary Taylor’s resignations. Both vacancies are At-Large members. In addition, the Congressional District 6 vacancy is still outstanding.

VIII. Katherine DeRosear, Senior Policy Analyst, Governor’s Office for Workforce Development

- Vice Chair Nealon introduced today’s guest speaker, Ms. Katherine DeRosear.
- Ms. DeRosear gave a summary of her experience stating she served under the Warner Administration as Special Advisor for Workforce Development, worked in an executive capacity with the local chamber and worked with the Community College System. She joined the Kaine Administration in her present position of Business and Education Liaison, Governor’s Office for Workforce Development, in January 2007.

- Ms. DeRosear distributed the Virginia Workforce Council's Funding Summary 2005 – Governor Warner's Workforce Reform Strategy, and Governor Kaine's Workforce Development Strategic Plan. Ms. DeRosear gave an extensive overview of the program.
 - Chart illustrates many of the programs. Who is in the business of workforce development and training? There are 29 programs, 12 agencies and four Secretariats involved. How programs should be organized to encompass flexibility and adaptability.
 - How to get resources down to local level. How to get job seekers with employers using public resources.
 - Governor Kaine created Executive Order 25, which created a senior executive for Workforce Development. The Governor is the chief of Workforce Development.
 - There is \$50 million in resources to reduce duplication, spend more on training and less on administrative costs.
 - Better organization and regional cooperation.
 - Workforce Investment Boards - programmatically driven. What should role of Workforce Development Board be? Re-establishing workforce investment areas. Skills based, market driven workforce development system. Employer verifier skills – not what Boards are doing.
 - Over the next two to three months, the Governor will receive recommendations. At that time, the Governor should know why the community colleges should not be involved as the backbone of workforce development strategy.
- At the conclusion of her presentation, Ms. DeRosear answered questions from the Board. Vice Chair Nealon asked if the Board could be a resource to the effort. Ms. DeRosear stated she was a member of the Virginia Workforce Council's Skills Committee. The Board could assist the Skills Committee as a voice of the small business community. Ms. DeRosear will send Ms. Anderson the Skills Committee meeting schedules. Mr. Nealon suggested a presentation at a future Board meeting for schools to showcase programs. Mr. Peter Blake, Community College System, was recommended by Ms. DeRosear. Vice Chair Nealon suggested Ms. DeRosear return next year for an update, and he feels the Board can be an asset in promoting this strategy.
- Ms. DeRosear commented the community needs to understand the current economic base in order to bring certain jobs in and specific additional skill sets are needed – career coaching; 10th-11th grade – too late.
- Ms. DeRosear added that the Virginia Workforce Council meets four times a year. The next meeting is on June 26th in Danville. Vice Chair Nealon thanked Ms. DeRosear for her presentation. He stated the topic is of interest to the Board and encourages all present to follow up. In addition, Ms. DeRosear encouraged Board participation at this meeting and stated that a portion of the agenda is set aside for individuals as advocates to share their insights. Ms. Sharp Anderson stated the Board could play an intricate part with groundbreaking steps to make all of this work together for some of our citizens. Ms. DeRosear suggested the Board members write to Mr. Bill Leighty, the Governor's Chief of Staff, or her boss, Mr. Danny LeBlanc.

IX. Subcommittee Report – Robert Nealon, Vice Chair

- Vice Chair Nealon stated there was unfinished business to discuss. Mr. Nealon is Chairman of the Healthcare Subcommittee within the Board and has been reviewing other state's healthcare proposals since last fall. He asked Ms. Anderson to photocopy the Massachusetts Summary Plan for the members to read. Massachusetts has implemented the first major reform, which becomes effective July 1, 2007. Mr. Nealon said this will be a very controversial issue in Massachusetts and should be interesting for the Board to follow. Vice Chair Nealon asked interested Board members to join his Healthcare Subcommittee since he is the only member at present. Ms. Guthrie Castañaga and Mr. Smith volunteered to be a part of the Healthcare Subcommittee.

X. Announcements

- Vice Chair Nealon announced the next meeting of the SBAB is scheduled for Monday, August 13, 2007 at the offices of the Virginia Department of Business Assistance. He asked the members to review the Massachusetts Healthcare Summary, and consider attending the Workforce Council meeting on June 26th in Danville.
- Ms. Castañaga will send the PDF file of the NAWBO Report to Ms. Anderson to send to the members for review.
- Mr. Bew stated the U.S. Small Business Administration is hosting the SBA Awards Luncheon on Friday, May 18th, at the Jefferson Hotel. In addition, he stated the luncheon is sold out.

XI. Adjourn

- Vice Chair Nealon, with no new business to discuss, adjourned the meeting at 11:49 a.m. and invited the members to remain for lunch if their schedules permitted them to do so.

Respectfully submitted,

Barbara Anderson
SBAB Secretary